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**State of Florida
JJDP State Advisory Group (SAG)
Finance Committee Meeting**

Thursday, February 17, 2011

SAG Members (10): O.B. Stander, Charles Curtis Jenkins, Alan Abramowitz, Rev. John Ferro, Patti Pieri, Tony Jones, Jim Clark, Mitch Wilkins, Judge Daniel Dawson, Kip Beacham

Florida Department of Juvenile Justice Staff Present (6): Gloria Gatlin, Yvonne Woodard, Juliet Westmoreland, Cheryl Howard, Rhyna Jefferson, Pat McGee

Mr. O.B. Stander, Finance Committee Chair called the meeting to order at 3:50 p.m.

Ms. Howard called the roll.

A motion was made by Mr. Jenkins to accept the minutes of November 18, 2010; motion was second by Mr. Abramowitz.

JABG 2007 & Interest

JB804 Evidence Base has spent all funds.

C0125 Probation Pact invoices have been processed. The balance is zero which will show on a future report.

N1105 JJIS Maintenance shows \$113,000 to be spent. Invoices have been submitted in that amount.

Mr. Clark commented that Ms. Linda Rosen, the OJJDP Rep and Ms. Jefferson had a major conversation on giving back money. Ms. Rosen recommended we talk with some states on giving back funds. One of the things for us to do is a Request for Application (RFA) before we get the money because we typically know when we are going to have the money. We have had some challenges getting the money out. Ms. Jefferson is looking for alternatives so this will never happen again.

N9125 Faith Base had an invoice processed for \$10,000. The project's remaining balance is \$175. Project will present tomorrow.

T0125 JDAI travel will be reverted funds in the amount of \$3,862.

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Mr. Stander commended Ms. Jefferson on her efforts in getting these funds spent.

Rev. Ferro commented he did not understand how monies can sit there for so long and then in a matter of a short time get spent.

Ms. Jefferson responded it took a lot of us talking to the providers and staying on top of it and we had to push to get it done. We have had some challenges internally. The OJJDP Rep said Florida has always had this problem. Ms. Jefferson stated the Department is getting better. As the awardees let the Office of Prevention know when they are experiencing challenges we can work to redirect this money. We all have a role to play internally, as long as we are under Mr. Uberman's leadership and new administration we are definitely committed to doing better going forward.

Mr. Stander stated he sees the intensity has increased.

Judge Dawson commented JABG funds in the past were presented to the SAG and SAG approved. Who formulates the JABG budget for us?

Mr. Uberman answered that it is done as a group and then the Secretary approves it for presentation.

Ms. Howard commented that some of the funds were recently awarded and the Department has to go through the same process in getting contracts completed within their branches as providers with outside vendors.

Ms. Jefferson referenced the C0125 PACT with MIS had to be contracted out.

Mr. Stander said the Department has gotten more strategic in how they are spending their JABG money over the last regime. But getting it done and out have been a struggle.

Mr. Stander commented that formal approval has always been provided by the Group and if there was a change staff would bring that to the SAG for approval. SAG has never denied the department's request.

The 2007 JABG federal award ended November 26, 2010, and there was 90 days to have obligated funds spent and invoiced. Staff has informed the Committee that \$14,634 will be reverted to OJJDP.

JABG 2008 & Interest

Mr. Stander stated the award runs out on January 1, 2012. We have 13 and half months to strategically spend this award and we have a RFA that still needs to go out. .

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There is a little over \$400,000. It is a significant amount of money. What is the time frame to get the RFA turned around?

Ms. Jefferson replied it takes about 3 months max to get the funds out. We will begin the process in two weeks. There will be 9 months to have it spent. A request for extension will be filed.

Mr. Stander mentioned H9125 Prevention PACT for \$82,205 there has been no movement. Staff has informed us awardees will begin spending these funds.

K9125 Evidence Base for \$102,050 a follow up with a more detailed explanation will be given.

M9125 Collaborative Effort \$34,580 no movement department has reported it will be spent.

Mr. Stander asked about O9125 the Supreme Court grant, it is a concern but a greater concern is what they were doing with the funds?

Ms. Jefferson responded an amendment was just done for additional trainings. At the last SAG meeting Judge Dawson brought up whether we have to collaborate with them vs. contract with them. The follow up was made with OJJDP and it was reported that we are just required to collaborate. But over the years SAG has funded them to provide training and technical assistance to Judges and court staff across the state. The Supreme Court will be here tomorrow to present to the SAG to give a more in-depth overview of what they do and what they intend to do with the funds that have been awarded. They have implemented it somewhat but not to the degree that she thinks they should. There are two representatives, Ms. Polly Ryan and Ms. Jennifer Grandal.

2110H - Friends of Children - Save a Generation, grant has cancelled. Funds will go out in the Request for Application.

Community Capacity Building will be put out in the next few weeks.

JABG 2009 & Interest

Mr. Stander stated award expires May 2011. Currently, there are many with no movement.

The 2008 Award has \$346,392 and 2009 has \$221,435 along with the interest. All will go out in the Community Capacity Building RFA. The grants from to dates will cross fiscal years.

JABG 2010 & Interest

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Mr. Stander stated award expires June 30, 2013, plus 90 days. There are two sub grants that are ready to be spent. The two items are waiting for authority. We are in a situation awaiting budget authority to spend the additional funds.

Mr. Clark stated that if there is something that the SAG needs to help with to get the authority, please let the SAG know.

There is 1.8 million to be spent.

2007 Title II Award

Mr. Stander stated this award ends March 31, 2011, plus 90 days.

21st Century was reduced on report because more funds were spent last fiscal year. As of today they have spent the \$40,000 allotted this year.

U0270 the Non Violence grant has invoiced all monies and are being processed this week, they will show up on a future report.

Mr. Stander said the dates go past the end of the award on the Gender Specific grants. Ms. Howard stated the date reflects the term of the sub grants which are picked up in the 2008 award. The funds in the 2007 award will be spent by June.

Mr. Stander voiced his concern that we do not have a lot of time to spend this money.

Ms. Jefferson said regarding the Gender Specific there are a few that are spending at a very good pace. The Department put this money out way too late. Ms. Jefferson stated she is encouraging staff to work with providers to get this money spent by June 30th, and she is hopeful.

Mr. Stander asked where the \$93,000 came from on the last line of the report.

Ms. Howard responded the \$93,000 is the excess of what was not spent by providers.

Ms. Jefferson responded we will not be able to contract it out. Hopefully, we will use these funds for staff to attend several conferences relating to DMC. There is a Preventing Crime conference coming up. Ms. Jefferson stated as far as putting out an RFA for these funds, it is too far behind. Ms. Jefferson asked if it was Judge Orlando that asked about the travel. Mr. Stander answered to have communities go see a JDAI Model Training in Albuquerque, New Mexico, they have it all right. Judge Dawson asked if it could be used for the workshop in April for the SAG. Ms. Jefferson answered yes, there might be some flexibility. She will speak to her boss.

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Mr. Stander said it is use it or lose it now.

Rev. Ferro asked, is it possible to use a concept paper, and is it faster? No, replied Ms. Jefferson some thought that, but no. We have to use an RFA because that is the process that has been implemented for our office.

2008 Title II Award

Award ends in September 2011.

The SAG is still using the 2007 award for travel expense.

0271D Orange County School Board has spent \$11,334 as of today.

3271F Volusia County School Board has submitted one invoice for \$4,316.43.

Ms. Jefferson stated that the to be determined (TBD) amount of \$74,930 is targeted to go out in March 2011, along with Title V to be used for Safe Schools and Students Program. There is a 50% match requirement with Title V. The one safe school program we had Gilchrist School gave the funds back because of the match. OJJDP is trying to determine if they will keep the Title V award around, because it is a minimal amount, people are not applying for it and it does not seem to be worth the effort.

Mr. Clark asked about the JDAI grants. We have been on this for quite a period of time, about two years. Have they not turned in their invoices?

Ms. Pieri responded, that is the problem. It should be remembered that each community has to submit a bid.

Ms. Johnson is going to help with that aspect.

As of February 16, the balance is 1.8 million. It has changed dramatically in just a couple of weeks.

2009 Title II Award

Mr. Stander commented the award will end in September of this year 2011. Same time frame, same issue as 2008. Is the time frame correct? Ms. Howard answered, yes, the term is correct. It is the same as 2008 award. We received an extension on the 2008 award.

Ms. Jefferson stated we plan to ask for an extension on the 2009 award.

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No movement on this grant. Mr. Stander expressed a concern that there is one year before this federal grant expires. We have until the end of the year to spend all of this money. We did a good job of getting the money awarded but not spent.

2010 Title II Award

Mr. Stander stated there is 1 year and 9 months to get this money spent. All are to be determined (TBD). There is 3 million dollars.

No grants have been awarded. The sub grants will begin next fiscal year July 1st.

Mr. Stander commented we want to get ahead of it so we are not in the same boat. When we talk about cuts it is a significant amount of money.

2008, 2009, 2010 Title V

These funds are not being spent.

Mr. Clark commented it was not enough money for them and that is why they did not apply for it.

These funds will be put out in an RFA for Safe Schools and Students Program.

Other Business

We are getting ready to develop the 2011 JABG and Title II applications. Ms. Jefferson reported the JABG application is ready to go to OJJDP.

Mr. Stander asked if the SAG approve that application. He recalled doing it on a conference call in a prior year.

Ms. Jefferson stated basically, it is our internal programs being funded out of the 2011 some of the same things that have taken place year after year, training, the PACT, and system improvement projects.

Mr. Stander stated there is about 5 million between the JABG, Title II and Title V.

Ms. Jefferson stated Mr. Chris Antwi is the JABG Coordinator who will be leaving the Department. They would present the 2011 JABG application to the SAG tomorrow.

Mr. Stander stated it is one of the most important things we will be doing.

Judge Dawson wanted to know if SAG will vote on whether to renew the projects. Are there other projects that will be considered also? It was thought to be year one of three years. They were contacted in December by the

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Department. It had to be renewed for another six months and there was enough money to continue with the extension. His understanding was that there was a need to present for the SAG to decide whether to approve year two.

Ms. Jefferson said the next rounds of programs will be the DMC programs many are slated to end in June. We will not be able to get recidivism data because that is gathered six months after the programs end. Then the SAG will be able to vote and advise the Department if you want to renew it based on their successes or challenges.

Mr. Clark asked if the Department is prepared to make their recommendation to the SAG.

Ms. Jefferson replied, we will be ready prior to the contracts ending when we bring the renewals before you. Then you all will be able to recommend to the Department if you think we should renew these programs based on their successes and challenges.

Ms. Jefferson stated if we are going to renew the projects that are ending in June we have to give the Bureau of Contracts ample time to prepare the renewal and get it to the providers.

Mr. Stander asked if the Grants & Contracts Committee is approving the renewals.

Ms. Jefferson answered it normally the entire SAG.

Mr. Wilkins commented that on renewals, the Grants & Contracts Committee just recommends.

Mr. Clark wanted to cast his vote particularly for the Evans program he did not want that delayed in any way along with the other DMC programs.

Ms. Pieri said she was looking at how much money has been used on DMC. She said it is such a big part of what we do. Do you think it would be possible to get an accounting of the money that has been spent and what we have gotten for that money over the last three years back to 2007? SAG has put a lot of money into this. She does not have a feel for what has been accomplished.

Ms. Jefferson reiterated Ms. Pieri's request which is to know starting from 2007 how much money we have spent based on programming and the initiatives on what we have done around the state. She said she will work with Research and Planning intensively to do her best to have that at the next May meeting.

Judge Dawson asked if whether tomorrow it could be voted on with the rest of them or on a conference call.

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Ms. Jefferson said we will need to have a conference call because the contract will end prior to our next meeting in order to give contracts enough time.

Ms. Pieri stated she did not remember voting on renewals.

Mr. Stander asked how many grants are coming up for renewals.

Ms. Jefferson reported all nine DMC will be coming up of renewal they did not start at the same time as the Evans project. Evans has been in existence a year and a month. This program was not in the batch with the DMC programs. There was no method to inviting the Evans project to present versus others coming.

Mr. Stander stated we only have one DMC program to present and others did not get to make a presentation. Is that fair to everybody else?

Ms. Jefferson stated the purpose of the presentations is so the programs that the SAG is funding can come and share with you all the highlights and successes of their programs. But ultimately the decision to renew is based on the advice from the SAG on performance and what those providers are actually doing.

We can do it in one of two ways, Ms. Jefferson stated, providers can come before the SAG or we can give you good information based on their performance and allow you to determine if you want to continue funding that program. We can do that for the Evans program which does not end until June 30th since it was extended. It is now on the same time table as the other DMC programs. It is up to the SAG.

Mr. Stander commented he did not think we give enough money to require people to travel and give presentations.

Mr. Clark said he wanted data.

Mr. Wilkins mentioned that grants committee makes recommendation and then they come before the SAG for approval.

Judge Dawson asked if this was done last year. Are we going to renew every year? Were we to reapprove renewals? We need to figure out the policy. He did not remember voting on renewal but was told this was year two or three of the grant. He did not think the SAG had done this before.

Ms Jefferson said she would take responsibility for that. She thought it came back before the SAG perhaps she was trying to take it a step further. She thought all renewals came back before the SAG.

Ms. Pieri did not remember approving renewals.

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Ms. Jefferson stated all contracts are done on an annual basis the language is in the contract that states the Department will renew on an annual basis, and on the availability of funds.

Mr. Wilkins said if the state thinks there is an issue on one of the programs they will bring it in front of SAG we will review it and vote on it. In the past, we have gone back over some renewals when there were issues.

Mr. Clark commented when there were programmatic difficulties and we were going to pay attention to them because we were not getting what we wanted from them.

Mr. Stander commented that it would be helpful if the Department briefed the SAG once a year on the projects particularly the ones we are spending significant amount of money on, not just numbers of youth but how they are doing, and are they making a difference. That would be the recommendation and of course we would approve everything with the exception of something that was not working.

Judge Dawson suggested a paragraph on what they were doing and any issues that DJJ perceives and a recommendation would follow on whether they should be renewed for year two or three. We could vote in mass on the ones with no problem. If there were about five that had a particular issue then we could invite them and ask questions. We could have them available by telephone, letting them know in advance that we may call during the day if we have questions.

Mr. Stander said he did not remember the SAG going against recommendation of staff when briefed on whether the money was being spent wisely. Where there were cuts it has always been staff's recommendation. The Department tried to fix things and could not and said we need to pull this money.

Closing comments

Mr. Stander requested the following comments be in the minutes.

Mr. Stander commented that Ms. Howard has done a spectacular job with the finance report. Mr. Stander commended Ms. Jefferson. He had not seen anyone push like she has to get the money spent.

Times are tough nobody has the money they need. We have to find a way to process funds effectively.

Mr. Stander said let the minutes reflect the concern that money continues to be shifted without the approval of the SAG. The SAG has never disapproved

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anything but formality is required for approval. The SAG does not approve the moving around of the money, without some knowledge of the move.

Mr. Stander stated it has been both ways in the past and recently he heard no big deal, then every now and then he will hear the SAG is supposed to approve so if they did something wrong it is the SAG's responsibility.

Rev. Ferro, said if you look at the criteria of the SAG, it is our responsibility.

Ms. Jefferson said she respects the comments and the Department will do that. How detailed do you want that. For example, the money that was set aside for the programs that they did not spend she is looking to utilize that money for conferences. Do you want her to convene a meeting and have the SAG approve shifting it from one place to another?

Mr. Stander replied, if you know you want to move some money you tell the Group how you plan to make use of these dollars and you want approval to shift it to these places. We will give you tentative approval then at the next meeting tell us what you did.

Ms. Jefferson said she follows what is being said she did not do that because she has to get approval internally first.

Mr. Stander said it is fine if you say you have to get approval internally. He did not want to be bureaucratic. Just trying to say if the SAG is responsible for approving, there should be some action.

Rev. Ferro, stated conference call or email approval will be fine with him.

Mr. Clark said Ms. Jefferson can call an Executive Committee by conference call.

Mr. Stander commented they can be approved by conference call or email. If it is sent by email and you need action in the subject area type "I NEED ACTION" to get our prompt attention.

Motion made by Mr. Stander and second by Mr. Abramowitz to adjourn the Finance Committee meeting at 4:40 p.m.

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